

HEAT AND FROST INSULATOR

Milwaukee Public Schools

PURPOSE:

- The Heat and Frost Insulator is responsible for installing, repairing, inspecting, and maintaining various types of low pressure heating, plumbing, and ventilation insulation and pipe covering throughout buildings owned by the Milwaukee Public Schools.

ESSENTIAL FUNCTIONS:

- Identify and use a wide variety of equipment, pipe, and duct insulating materials.
- Fabricate and layout insulating materials according to blueprints, plans and shop drawings, technical manuals, and specifications.
- Install, repair and remove equipment, pipe and duct insulation using accepted techniques.
- Plan and oversee project details determining methods to follow, assuring completion of project tasks in accordance with specs and time constraints.
- Remove, encapsulate or enclose asbestos and asbestos-related materials.
- Apply insulation materials for a wide variety of purposes, including thermal insulation, heat retention, soundproofing, cold/chilled water piping systems, and other applications.
- Use appropriate insulation tools for installing, repairing and removing insulation.
- Monitor safe work practices of outside contractors used to abate asbestos containing materials to comply with applicable regulations.

CONDITIONS OF EMPLOYMENT:

- Heat and Frost Insulators must furnish their own basic hand tools required for the profession.
- Heat and Frost Insulators are subject to work mandatory overtime hours whether given advanced notice or called-in for emergency duties.

Reasonable accommodations requested by qualified individuals with disabilities will be made in accordance with the Americans with Disabilities Act (ADA) of 1990.

MINIMUM REQUIREMENTS:

1. Certification in the EPA Asbestos Abatement Training Program within 6 months of appointment.
2. Certification as an Asbestos Supervisor by the State of Wisconsin Department of Health Services within six months of appointment.
3. Valid driver's license and availability of a properly insured personal vehicle for use on the job at time of appointment and throughout employment (car allowance provided).

DESIRABLE QUALIFICATIONS:

- Journey level experience installing, repairing, and removing insulation materials.
- High school diploma or equivalent (GED).

KNOWLEDGE, SKILLS, AND ABILITIES:

- Knowledge of insulation terminology and practices related to maintenance, repair, and construction.
- Knowledge of various kinds, sizes, and applications of insulation materials and systems.
- Knowledge of safe work practices.

Heat & Frost Insulator (MPS)

- Skill in installing, removing, replacing, repairing, and maintaining all types of insulation.
- Skill in using hand tools required for the insulation profession.
- Skill in applying insulation materials for a wide variety of applications including thermal insulation, heat retention, soundproofing, and other purposes.
- Skill in using computers and computerized energy management systems.
- Ability to fabricate and layout a variety of insulating materials according to plans, specifications, and shop drawings.
- Ability to organize, prioritize, and accomplish daily work tasks.
- Ability to safely and properly remove, encapsulate, or enclose asbestos and asbestos-related materials.
- Ability to work safely from ladders, bucket lifts, and scaffolding.
- Ability to work at heights at or above 70 feet in all weather conditions.
- Ability to lift and carry up to 75 pounds of equipment/material and more with assistance.

THE CURRENT HOURLY SALARY IS: \$33.68 per hour with excellent benefits.

THE SELECTION PROCESS will be job related and will consist of one or more of the following: education and experience evaluation; written, oral, or performance tests; or other assessment methods. The Department of Employee Relations reserves the right to call only the most qualified candidates to oral and performance examinations. Oral examinations may include written exercises. Selection process component weights will be determined by further analysis of the job.

The examination will be held as soon as practical after **December 20, 2013**. Receipt of applications may be discontinued at any time after this date without prior notice, however, recruitment may continue until the needs of the City have been met. Qualified applicants will be notified of the date, time, and place of the examination. Unless otherwise required by law, the City of Milwaukee will not provide alternative test administration. The applicant is responsible for attending all phases of the job selection process at the time and place designated by the City of Milwaukee.

APPLICATIONS and further information may be obtained in person or via mail from the City of Milwaukee Department of Employee Relations, 200 E Wells St, Room 706, Milwaukee, WI 53202-3554, from www.milwaukee.gov/jobs, or by calling (414) 286-3751.

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